



## NC Provisional Birth-through-Kindergarten or Pre-School Add-on License Standard Professional I or II

More at Four (MAF) teachers who hold a NC Provisional Birth-through-Kindergarten (BK) or Pre-School (Pre-K) Add-On license, Standard Professional I or II, should use this checklist to ensure they have met all requirements for a clear North Carolina BK or Preschool Add-on license.

Check off & date when completed C-completed IN = incomplete	Activities
	<b>TLU Enrollment and Mentor, Evaluator Assignment</b>
C	A. Submit TLU Enrollment Form & copy of your NC or another state's license
C	B. Placed on TLU waiting list for services
C	C. Attend TLU Orientation Session with Site Administrator/Director
C	D. Moved from TLU waiting list to Active Teacher List and Assigned a Mentor and Evaluator Team
C	E. TLU submits to NC DPI Licensure Section packet for Provisional License, if applicable
C	F. NC DPI Licensing Section issues Initial Provisional BK or Preschool Add-On license
	<b>NC Testing Requirements</b>
	<p>A. Although no test is required for the Birth-Kindergarten (B-K) license, BK teachers may be designated “highly qualified” to teach kindergarten by earning a score of 155 or higher on the Praxis test Early Childhood: Content Knowledge (0022)</p> <p>B. Teacher submits scores to TLU. TLU submits to DPI Licensing to change status code from 99 or 97 HQ Status Code 87.</p> <p>C. See: <a href="http://www.ncprek.nc.gov/TLU/tluTrackstoLicensure.asp">http://www.ncprek.nc.gov/TLU/tluTrackstoLicensure.asp</a> for more information and registration to take this test.</p>
C	<b>Educational Requirements SPI-Elementary Ed (K-6) or SPI-Unrelated Field (K-12)</b>
C	<p>A. Submit NC DPI Provisional BK or Pre-School Add-on Application Packet (sent by TLU)</p> <p>B. Select and enroll in a college or university with an approved Birth-through-Kindergarten or Pre-School Add-on licensure program (request college/university policy describing the internship/student teaching requirements, i.e., Can teacher remain in his/her MAF classroom? student teaching requirements, <a href="http://www.ncprek.nc.gov/TLU/tluInfoforteachers.org">http://www.ncprek.nc.gov/TLU/tluInfoforteachers.org</a>, and confirm that the college or university that you have selected is accredited. See: Web site: <a href="http://www.chea.org/">http://www.chea.org/</a> for a listing of accredited</p>

	colleges and universities) <u>or</u> C. Request that the TLU submit (for you) an “Application for Evaluation” to the Regional Alternative Licensing Center (RALC). The RALC will outline a course of study for a BK or Pre-School Add-on license and send it to the TLU. D. Submit Provisional BK or Pre-School Add-on License to your college or university.	
C	E. Request Plan of Study from the college or university	
C	F. Mail Plan of Study to the TLU	
C	G. Contact the <b>T.E.A.C.H. Scholarship Program</b> for help in financing your education and licensure. <a href="http://www.ncprek.nc.gov/TLU/teachScholarships.asp">http://www.ncprek.nc.gov/TLU/teachScholarships.asp</a>	
	H. Earn a minimum of six semester hours of the required coursework prescribed in the Plan of Study. Coursework must be completed each year of the five-year licensing cycle. All coursework requirements must be completed within five years.	
	<b>Fifth and Final Year of Provisional Licensure</b> I. College or university where you are enrolled has a specific protocol for recommending teachers for a <u>clear</u> BK or Pre-School Add-on license (Plan of Study completed). <ul style="list-style-type: none"> <li>For example, most colleges/universities and RALC require an <u>official transcript</u> of completed coursework <u>and/or</u> a</li> <li>Summative Evaluation conducted by the TLU or the college or university with approved performance ratings.</li> </ul>	
	<b>TLU Services</b>	
	The TLU supports initially-licensed teachers as they move through the following stages of licensure: Provisional BK license to a <u>clear</u> BK Standard Professional II license.	
	<b><u>Standard Professional I</u></b> <b>(mentor &amp; evaluator assigned)</b>  <b><u>Beginning Teacher Support Program</u></b> <b><u>(BTSP - 3 years)</u></b> <ul style="list-style-type: none"> <li>Lateral Entry Teacher (Yrs 1-3) &amp; SPI-Teacher (Yrs 1-3)</li> <li>Pre-service Checklist</li> <li>Self-assessment with evaluation tool</li> <li>Mentoring</li> <li>Teacher Individual Growth Plan - IGP</li> <li>Evaluation - Formal Observations/Evaluations</li> </ul>	<b><u>Standard Professional II</u></b> <b>(evaluator only)</b>  <b><u>Observations/IGPs</u></b> <ul style="list-style-type: none"> <li>SPII Teacher (Yrs 1-5)</li> <li>BTSP completed (no mentor assigned)</li> <li>Self-assessment with evaluation tool</li> <li>Develop own IGP with evaluator input</li> <li>Evaluation continues - 2 per year during years 1-4 &amp; 3 per year during year 5</li> <li>Professional Development - 150 clock hours or 15 continuing education credits (CEUs) or 10 semester hours (or combination) + teaching experience [1 year FT = 1.0 CEU]</li> </ul>

	<b>Fifth and Final Year of Provisional BK or Pre-School Add On Licensure (Standard Professional I only)</b>
	<b>Requirements to move from a Standard Professional I- BK or Pre-School Add-on License to a Standard Professional II-BK or Pre-School Add-on License</b>
	A. Teacher has a <u>clear</u> BK or Preschool Add-on license (completed Plan of Study)
	B. A final evaluation (Summative) is conducted by a TLU evaluator showing successful teaching as evidenced by performance ratings.
	C. Teacher submits to the TLU <ul style="list-style-type: none"> <li>• a copy of <u>first or initial license</u> as confirmation of 3 years of licensure</li> <li>• <u>Form E-Verification of K-12 Educator Experience</u> verifying current and past employment as a Lead Pre-School Teacher; and</li> <li>• <u>Form CC-Credit Card Authorization Form</u> or check/money order for \$55.00 payable to the NC Department of Public Instruction.</li> </ul> <b>Note:</b> Teacher should only submit fee if license will expire in June of current school year.
	D. TLU submits recommendation to the NC DPI Licensing Section for BK SP II <b>Note:</b> This action occurs during the summer of the final year or third year.